

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM
REGULAR MEETING**

Monday

11:00 am

August 10, 2015

Board members present: Chair Gary Berndt, Vice-Chair Obie O'Brien,
Commissioner Paul Jewell

Others: Jim Goeben, IT Director

Regular Meeting

Commissioners

Call to Order: 11:00 AM

Lean Academy Results

Mr. Goeben notified the board the Lean kaizen was held August 3-7 with an open house on August 6 and a report out on August 7. During the report out, the Lean team presented its work and its recommendation to the project sponsors.

Board direction: The board asked Mr. Goeben to schedule a meeting with Commissioner Jewell, the team sponsors (Jim Goeben, Judy Pless, and Marsha Weyand), and Kathy Jurgens to conduct a financial analysis of the team's recommendation. The team would then present both the recommendation and analysis to the board.

Scope of Work for Messaging Service Project

Mr. Goeben asked the board to clarify the scope of their request for a messaging service.

Board direction: The board asked Mr. Goeben to get costs for providing text messaging to employees so they can receive emergency notifications on their phones. The board asked Mr. Goeben to provide the costs to the Security Committee for a recommendation to the board.

Scope of Work for File Sharing System Project

Mr. Goeben asked the board to clarify the scope of their request for a file sharing solution for boards and committees. There was discussion about possible solutions.

Board direction: The board asked this project be postponed until after the Laserfiche implementation and permit software projects are complete.

Department Work Rules

As outlined in Kittitas County Personnel Policy Manual 4-1 Employee Conduct & Work Rules, each department head is responsible for

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developing specific work rules for their department for review and approval by the BOCC. Mr. Goeben submitted the IT Department Work Rules.

Board direction: The board approved the work rules.

Disaster Recovery Table Top Exercise

Mr. Goeben asked the board if they would be interested in conducting a disaster recovery table top exercise to help identify areas of concern for business continuity should the courthouse become unusable.

Board direction: The board asked Mr. Goeben to bring the question to the Security Committee and to contact the County's EMS Director, Kasey Knudson, for interest and planning.

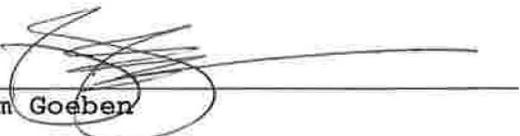
Other business

Mr. Goeben updated the board:

- **Fiber to Upper District Court** - Delayed until October; waiting on County franchise agreement.
- **Web and Application Developer** - Jessica Soeland accepted the offer and begins work on Wednesday, Aug 12.
- **Email Notification Subscription Service (ENSS) Usage** - The board asked Mr. Goeben to provide analytics on the use of the County's ENSS at a future study session.

Adjourned: 12:09 PM

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON



Jim Goeben



Gary Berndt, Chairman